

GENERAL GOVERNMENT COMMITTEE

11/10/2008

304 E. Grand River Avenue, Howell, MI

7:30 PM

AGENDA

- 1. CALL MEETING TO ORDER**
- 2. APPROVAL OF MINUTES**
 - A. Minutes of August 11, 2008
- 3. APPROVAL OF AGENDA**
- 4. REPORTS**
- 5. CALL TO THE PUBLIC**
- 6. PURCHASING**
 - A. RESOLUTION AUTHORIZING CONTRACTS FOR DIESEL PREVENTIVE MAINTENANCE AND REPAIRS, MAJOR REPAIRS, COLLISION REPAIRS AND TIRE SERVICE – Purchasing / LETS / General Government Committee
 - B. RESOLUTION AUTHORIZING CONTRACTS FOR DIESEL PREVENTIVE MAINTENANCE AND REPAIRS, MAJOR REPAIRS, COLLISION REPAIRS AND TIRE SERVICE –Purchasing / EMS / General Government Committee
- 7. BUILDING SERVICES**
 - A. RESOLUTION AUTHORIZING A CONTRACT FOR JANITORIAL, MAINTENANCE, AND LAWN CARE, WITH COMMUNITY MENTAL HEALTH AUTHORITY - Building Services / General Government Committee
 - B. RESOLUTION AUTHORIZING A CONTRACT FOR SNOW REMOVAL WITH COOPER’S TURF MANAGEMENT L.L.C. FOR TWO YEARS WITH A ONE YEAR RENEWAL OPTION, FOR ALL LIVINGSTON COUNTY BUILDING PARKING LOTS AND SIDEWALKS - Building Services / General Government Committee
- 8. INFORMATION TECHNOLOGY**
 - A. RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO ORTIVUS, INC. FOR SOFTWARE MAINTENANCE FOR THE LIVINGSTON COUNTY EMS DEPARTMENT - Information Technology / General Government Committee
 - B. RESOLUTION TO APPROVE THE PURCHASE OF EQUIPMENT, PHONES AND SERVICES FOR THE REMOTE SITE IMPLEMENTATION PROJECT WITH CDW-G AT THE INTERMODAL BUILDING FOR THE EMS DEPARTMENT AND THE LETS DEPARTMENT AND BUDGET AMENDMENT - Information Technology / General Government Committee
 - C. RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO NETSMART OHIO, INC. FOR SOFTWARE SUPPORT FOR THE LIVINGSTON COUNTY DEPARTMENT OF PUBLIC HEALTH - Information Technology / General Government Committee

D. RESOLUTION TO AUTHORIZE AND APPROVE A CONTRACT WITH CISCO FOR A REFRESH OF ALL NETWORK SWITCHES IN THE COUNTY SYSTEM - Information Technology / General Government Committee

E. RESOLUTION TO AUTHORIZE AND APPROVE THE SECOND PHASE OF THE PROJECT FOR CREATING A DATA REPLICATION SITE WITH CDW-D - Information Technology / General Government Committee

-
- 06A** RESOLUTION AUTHORIZING CONTRACTS FOR DIESEL PREVENTIVE MAINTENANCE AND REPAIRS, MAJOR REPAIRS, COLLISION REPAIRS AND TIRE SERVICE – Purchasing / LETS / General Government Committee
-
- 06B** RESOLUTION AUTHORIZING CONTRACTS FOR DIESEL PREVENTIVE MAINTENANCE AND REPAIRS, MAJOR REPAIRS, COLLISION REPAIRS AND TIRE SERVICE –Purchasing / EMS / General Government Committee
-
- 07A** RESOLUTION AUTHORIZING A CONTRACT FOR JANITORIAL, MAINTENANCE, AND LAWN CARE, WITH COMMUNITY MENTAL HEALTH AUTHORITY - Building Services / General Government Committee
-
- 07B** RESOLUTION AUTHORIZING A CONTRACT FOR SNOW REMOVAL WITH COOPER’S TURF MANAGEMENT L.L.C FOR TWO YEARS WITH A ONE YEAR RENEWAL OPTION, FOR ALL LIVINGSTON COUNTY BUILDING PARKING LOTS AND SIDEWALKS - Building Services / General Government Committee
-
- 08A** RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO ORTIVUS, INC. FOR SOFTWARE MAINTENANCE FOR THE LIVINGSTON COUNTY EMS DEPARTMENT - Information Technology / General Government Committee
-
- 08B** RESOLUTION TO APPROVE THE PURCHASE OF EQUIPMENT, PHONES AND SERVICES FOR THE REMOTE SITE IMPLEMENTATION PROJECT WITH CDW-G AT THE INTERMODAL BUILDING FOR THE EMS DEPARTMENT AND THE LETS DEPARTMENT AND BUDGET AMENDMENT - Information Technology / General Government Committee
-
- 08C** RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO NETSMART OHIO, INC. FOR SOFTWARE SUPPORT FOR THE LIVINGSTON COUNTY DEPARTMENT OF PUBLIC HEALTH - Information Technology / General Government Committee
-
- 08D** RESOLUTION TO AUTHORIZE AND APPROVE A CONTRACT WITH CISCO FOR A REFRESH OF ALL NETWORK SWITCHES IN THE COUNTY SYSTEM - Information Technology / General Government Committee
-
- 08E** RESOLUTION TO AUTHORIZE AND APPROVE THE SECOND PHASE OF THE PROJECT FOR CREATING A DATA REPLICATION SITE WITH CDW-D - Information Technology / General Government Committee

9. ADJOURNMENT

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING CONTRACTS FOR DIESEL PREVENTIVE MAINTENANCE AND REPAIRS, MAJOR REPAIRS, COLLISION REPAIRS AND TIRE SERVICE – Purchasing / LETS / General Government Committee

WHEREAS, it is the policy of Livingston County that County-owned vehicles being utilized in the performance of County Business including busses are to be maintained in accordance with manufacturers’ specifications; and

WHEREAS, the Livingston County Board of Commissioners understands the need for clear and consistent administration of business policies and practices pertaining to providing preventative maintenance and repairs, major repairs, collision repairs and tire services by qualified vendors within the county; and

WHEREAS, a Request for Proposal was released and submitted proposals were reviewed and evaluated and the recommendation for award is as follows:

- Preventative Maintenance & Repairs
 - LESA – Primary Vendor
 - Reliable Fleet Service - Secondary Vendor
- Major Repairs
 - LESA
- Tire Service Repairs
 - LESA
- Collision Repairs
 - Nelson’s Collision

WHEREAS, pricing will be in accordance with the attached “LETS BID TAB”, referencing the vendors and their proposed labor rates and parts cost for each category; and

WHEREAS, the contract period will be from January 1, 2009 through December 31, 2010, with the option to renew for two additional one-year years periods for a total contract period not to exceed four years; and

WHEREAS, the annual expenditures can not exceed the availability of appropriated funds.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves entering into contracts for Diesel Maintenance and Repairs as follows:

- Preventative Maintenance & Repairs
 - LESA – Primary Vendor
 - Reliable Fleet Service - Secondary Vendor
- Major Repairs
 - LESA
- Tire Service Repairs
 - LESA
- Collision Repairs
 - Nelson’s Collision

with pricing per the attached "LETS Bid Tab" referencing the vendors and their proposed labor rates and parts cost for each category.

BE IT FURTHER RESOLVED Livingston County Board of Commissioners authorizes the contract period with each of the above referenced vendors for a two year period beginning January 1, 2009, with the option to renew for two additional one-year periods for a total contract period not to exceed four years.

BE IT FURTHER RESOLVED that the annual expenditures can not exceed the availability of appropriated funds.

BE IT FURTHER RESOLVED that the Board Chairman be authorized to sign any agreements or documents needed for this project or renewals upon preparation of Civil Counsel.

#

MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING CONTRACTS FOR DIESEL PREVENTIVE MAINTENANCE AND REPAIRS, MAJOR REPAIRS, COLLISION REPAIRS AND TIRE SERVICE – Purchasing / EMS / General Government Committee

WHEREAS, it is the policy of Livingston County that County-owned vehicles being utilized in the performance of County Business including ambulances are to be maintained in accordance with manufacturers' specifications; and

WHEREAS, the Livingston County Board of Commissioners understands the need for clear and consistent administration of business policies and practices pertaining to providing preventative maintenance and repairs, major repairs, collision repairs and tire services by qualified vendors within the county; and

WHEREAS, a Request for Proposal was released and submitted proposals were reviewed and evaluated and the recommendation for award to Krug Ford for Diesel Preventative Maintenance and Repairs, Major Repairs, Tire Service Repairs and Collision Repairs; and

WHEREAS, pricing will be in accordance with the attached "EMS BID TAB", referencing Krug's proposed labor rates and parts cost for each category; and

WHEREAS, the contract period will be from January 1, 2009 through December 31, 2010, with the option to renew for two additional one-year years periods for a total contract period not to exceed fours years; and

WHEREAS, the annual expenditures can not exceed the availability of appropriated funds.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves entering into a contract with Krug Ford of Howell for Diesel Preventative Maintenance and Repairs, Major Repairs, Tire Service Repairs and Collision Repairs with pricing per the attached "EMS BID TAB" referencing Krug's proposed labor rates and parts cost for each category.

BE IT FURTHER RESOLVED Livingston County Board of Commissioners authorizes the contract period with each of the above referenced vendors for a two year period beginning January 1, 2009, with the option to renew for two additional one-year periods for a total contract period not to exceed four years.

BE IT FURTHER RESOLVED that the annual expenditures can not exceed the availability of appropriated funds.

BE IT FURTHER RESOLVED that the Board Chairman be authorized to sign any agreements or documents needed for this project or renewals upon preparation of Civil Counsel.

#

#

#

MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING A CONTRACT FOR JANITORIAL, MAINTENANCE, AND LAWN CARE, WITH COMMUNITY MENTAL HEALTH AUTHORITY - BUILDING SERVICES

WHEREAS, the Community Mental Health Authority desires to again enter into a Maintenance contract with the County for janitorial, maintenance, and lawn care of the building and the grounds located at 2280 East Grand River, Howell, Michigan 48843 and also for janitorial, and maintenance of the building and grounds located at CMH-ADS 3760 Cleary Drive Howell, Michigan 48843; and

WHEREAS, the County is willing to provide such services through the Building Services Department, and the Mental Health Authority is willing to reimburse the County for such services under the terms and conditions set forth herein, and

WHEREAS, the contract term will be January 1, 2009, through December 31, 2009; and

WHEREAS, the monthly charge of \$9,547.68 will be invoiced to the Mental Health Authority by the Building Services Department.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes a contract for janitorial, maintenance, and lawn care of the building and grounds located at 2280 East Grand River, Howell, Michigan 48843 and for janitorial and maintenance of the building and grounds located at CMH-ADS, 3760 Cleary Drive, Howell, Michigan 48843, to be provided by the Livingston County Building Services Department at a cost of \$9,547.68 per month, including \$51.00 per hour for maintenance technician plus materials, and for a cost of \$35.00 per hour for extra custodial services.

BE IT FURTHER RESOLVED that the Chairman is authorized to sign said contract as reviewed by County Administration.

MOVED: # # #
SECONDED:
CARRIED:

RESOLUTION

NO.

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING A CONTRACT FOR SNOW REMOVAL WITH COOPER'S TURF MANAGEMENT L.L.C. FOR TWO YEARS WITH A ONE YEAR RENEWAL OPTION, FOR ALL LIVINGSTON COUNTY BUILDING PARKING LOTS AND SIDEWALKS - Building Services / General Government Committee

WHEREAS, there is a need for snow removal services at all County Buildings parking lots and sidewalks; and

WHEREAS, the Building Services Department along with the Livingston County Purchasing Department obtained several bids and it has been determined that Cooper's Turf Management L.L.C. has been recommended; and

WHEREAS, Cooper's Turf Management L.L.C will perform snow removal services for all Livingston County parking lots and sidewalks from November 1, 2008 to May 31, 2010, with a one year renewal option.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes a contract with Cooper's Turf Management L.L.C. located at, P.O. Box 501 Howell, MI 48844-0501 for the period of November 1, 2008 to May 31, 2010 with a one year renewal option for snow removal services for the County Buildings parking lots, and sidewalks.

BE IT FURTHER RESOLVED that the Chairman of the Board of Commissioners is authorized to sign the contract that has been reviewed by County Administration.

#

#

#

MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO ORTIVUS, INC. FOR SOFTWARE MAINTENANCE FOR THE LIVINGSTON COUNTY EMS DEPARTMENT - Information Technology / General Government Committee / Finance committee

WHEREAS, due to the need to ensure that the technical support services and software upgrades are received for the Livingston County EMS department for their Sweet-Billing software through Ortivis, Inc.; and

WHEREAS, Sweet-Billing is the industry-leading billing, reimbursement and collection software application for Emergency Medical Services and Sweet-Billing can be expected to become the central repository for all patient data, including treatments, medications, vitals and more; and

WHEREAS, in compliance with the Livingston County Purchasing Policy, Ortivus, Inc. of Decorah, IA, is the sole source for the purchase of the annual Sweet-Billing Software maintenance for the Livingston County EMS department; and

WHEREAS, after the review of the vendor and products, Purchasing recommends that a Purchase Order with Ortivus, Inc. of Decorah, IA, be awarded for a 1 year period from November 25, 2008 through November 24, 2009 for an amount not to exceed \$13,196.80; and

WHEREAS, funding for same is available through the Information Technology Budget.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves a Purchase Order be issued to Ortivus, Inc. for the annual Sweet-Billing Software maintenance from November 25, 2008 through November 24, 2009 for an amount not to exceed \$13,196.80.

#

#

#

MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO APPROVE THE PURCHASE OF EQUIPMENT, PHONES AND SERVICES FOR THE REMOTE SITE IMPLEMENTATION PROJECT WITH CDW-G AT THE INTERMODAL BUILDING FOR THE EMS DEPARTMENT AND THE LETS DEPARTMENT AND BUDGET AMENDMENT – Information Technology / General Government Committee

WHEREAS, the Information Technology Department is hereby requesting authorization to purchase equipment and approve services for the Remote Site Implementation Project with the vendor CDW-G; and

WHEREAS, the equipment and services will be purchased through CDW-G of Southfield, MI, per their statement of work quote dated October 14, 2008, for the total amount of \$30,860; and

WHEREAS, the County's purchasing policy regarding competitive bid process will be waived; and

WHEREAS, the EMS department will be charged \$7,873 for their phones/equipment through their phone line item, and they will be charged \$7,700 for services through their contract services line item, the LETS department will be charged \$7,587 for their phones/equipment, through their phone line item, and \$7,700 for services through their contract services line item not to exceed \$30,860; and

WHEREAS, funding for same is available in the EMS department budget and the LETS department budget; and

WHEREAS, the proposed amendment ensures compliance with the Uniform Budgeting and Accounting Act, as amended; and

WHEREAS, this Resolution has been recommended for approval by the General Government Committee at their meeting dated November 10, 2008.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the purchase of equipment, phones, and services for the Remote Site Implementation to support the users at the EMS department and the LETS department from CDW-G of Southfield, MI a total cost not to exceed \$30,860.

BE IT FURTHER RESOLVED THAT the Livingston County Board of Commissioners hereby approves and adopts the proposed 2008 amended budget as follows:

<u>Fund</u>	<u>2008 Amended Budget</u>	<u>Proposed Amendment</u>	<u>Proposed 2008 Amended Budget</u>
Information			
Technology	\$3,286,699	\$30,860	\$3,317,559
EMS	\$7,004,847	\$15,573	\$7,020,420
LETS	\$2,488,442	\$15,287	\$2,503,729

The Budgetary Status Reports showing the line-item detail changes for this budget amendment will be attached as part of the resolution.

BE IT FURTHER RESOLVED THAT the County's purchasing policy regarding competitive bid process be waived and the award go to CDW-G of Southfield

#

MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING ISSUANCE OF A PURCHASE ORDER TO NETSMART OHIO, INC. FOR SOFTWARE SUPPORT OF NETSMART SOFTWARE FOR THE LIVINGSTON COUNTY DEPARTMENT OF PUBLIC HEALTH - Information Technology / General Government Committee

WHEREAS, due to the need to ensure that the technical support services and software upgrades are received for the Livingston County Department of Public Health for their Netsmart Software through Netsmart Ohio, Inc.; and

WHEREAS, Netsmart solutions help health and human services organizations optimize their financial, clinical and management processes to operate more efficiently and improve staff and resource utilization; and

WHEREAS, in compliance with the Livingston County Purchasing Policy, Netsmart Ohio, Inc. of Dublin, Ohio, is the sole source for the purchase of the annual Netsmart software support services for the Livingston County Department of Public Health; and

WHEREAS, Netsmart Ohio, Inc. is offering a 2% discount if we process payment on or before November 28, 2008, as the original cost is \$26,700.00, and after the review of the vendor and products, Purchasing recommends that a Purchase Order with Netsmart Ohio, Inc., of Dublin, Ohio be awarded for a 1 year period from January 1, 2009 through December 31, 2009 for an amount not to exceed \$26,166.00; and

WHEREAS, funding for same is available through the Information Technology Budget; and

WHEREAS, this Resolution has been recommended for approval by the General Government Committee/Finance Committee.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves a Purchase Order be issued to Netsmart Ohio, Inc. for the annual Netsmart software support from January 1, 2009 through December 31, 2009 for an amount not to exceed \$26,166.00

#

#

#

MOVED:
SECONDED:
CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO AUTHORIZE AND APPROVE A CONTRACT WITH CISCO FOR A REFRESH OF ALL NETWORK SWITCHES IN THE COUNTY SYSTEM - Information Technology

WHEREAS, the Information Technology Department has determined that two major switches in the County network needed to be replaced this year; and

WHEREAS, County IT had a network consultant complete a study of the entire network to identify all switches that were either nearing end of life or were causing transmission problems; and

WHEREAS, once the study was done IT had it review by a CISCO engineer; and

WHEREAS, after the CISCO review our CISCO representative offered special discount pricing and low interest financing if we completed a full system upgrade; and

WHEREAS, the cost of the equipment is \$317,898.90 and the labor to install and test the network is \$50,075.00 for a total cost of \$367,973.00; and

WHEREAS, CISCO Capitol has offered us a five year package at 0.36%, with quarterly payment of \$23,172.85 for the first 4 years and \$8,197.05 a quarter in year five; and

WHEREAS, these amounts have been included in the Proposed FY2009 IT budget in line item 258-977.000 and in the projected FY2010 IT budget under the same line item; and

WHEREAS, the County Smartnet maintenance on the switches will fall from the budgeted amount of \$75,000 a year to \$38,096.02 a savings of \$36,913.98 a year;

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorize and approve entering into a contract with CISCO for a system refresh for a total cost not to exceed \$367,973.00 with quarterly payments of \$23,172.85 for the first four years and \$8,197.05 for the final year, said moneys being in the IT FY2009 budget under line item 258-977.

BE IT FURTHER RESOLVED that the Chairman of the Board of Commissioners be authorized to sign the above-referenced contract upon preparation or approval as to form by Civil Counsel.

#

MOVED:

RESOLUTION NO:

PAGE: 2

SECONDED:

CARRIED:

<http://sharepoint1/sites/Resolutions/Resolution Templates/Contract - Services.doc>

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION TO AUTHORIZE AND APPROVE THE SECOND PHASE OF THE PROJECT FOR CREATING A DATA REPLICATION SITE WITH CDW-G/INFORMATION TECHNOLOGY/GENERAL GOVERNMENT COMMITTEE

WHEREAS, the Information Technology Department is hereby requesting authorization and approval for creating a redundant data site that includes the installation and configuration of two (2) EMC SANS and the upgrade of existing ESX 3.0x hosts to VMWARE infrastructure, and virtualizing twenty (20) more servers; and

WHEREAS, the Information Technology Department solicited proposals from two of our current consultant services and has selected the Vendor CDW-G after our review of their two (2) Statement of Works and quotes they provided dated October 15, 2008, and October 20, 2008; and

WHEREAS, services, hardware, software costs will be a total of \$412,803.33 for this total project; and

WHEREAS, funding for same is available in the Information Technology Budget; and

WHEREAS, this Resolution has been recommended for approval by the General Government Committee.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves and authorize the project for the EMC installation and configuration of host SAN and redundant SAN and for the upgrade of existing ESX 3.0X hosts to VMWARE infrastructure 3.5 for services, hardware equipment and software costs with CDW-G for a total cost not to exceed \$412,803.33.

#

#

#

MOVED:

SECONDED:

CARRIED: